

Municipality of Souris-Glenwood
REGULAR COUNCIL MEETING - MINUTES
Tuesday, November 14th, 2023

The Council for the Municipality of Souris-Glenwood held its Regular Meeting duly assembled in the Council Chambers of the Municipality of Souris-Glenwood on Tuesday, November 14th, 2023 at 8:00 a.m.

Members Present: Mayor Duane Davison, Councillors Bruce Apperley, Donald Brown, Blake Denbow, Kim Eissner, Darcy Gerow, Todd Walker
CAO Charlotte Parham

Access TV: Present

1. Call to Order

2. Adoption of the Agenda

Resolution No. 2023-283

Moved by Councillor T. Walker: Seconded by Councillor D. Brown

BE IT RESOLVED that the agenda be adopted as presented, with the following addition:

7.2. 2022 Draft Audit Statement

CARRIED

3. Adoption of the Minutes

3.1. Regular Meeting – October 24th, 2023

Resolution No. 2023-284

Moved by Councillor B. Denbow: Seconded by Councillor D. Brown

BE IT RESOLVED that the minutes of the Regular Meeting of Council held October 14th, 2023 be adopted as circulated.

CARRIED

4. Matters Arising from the Minutes

5. Hearings

6. Delegations

7. Finance

7.1 Approval of Accounts to November 14th, 2023

Resolution No. 2023-285

Moved by Councillor K. Eissner: Seconded by Councillor D. Gerow

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve for payment list of accounts:

- a. to November 14th, 2023 represented by Cheque Nos.
 - 100010959 to 100011038 \$ 510,240.40;
- b. Payroll Deposits November 3rd, 2023 \$ 38,713.60;
- for a total of \$ 548,954.00.

CARRIED

7.2. 2022 Draft Audit Financial Statements

Resolution No. 2023-286

Moved by Councillor D. Gerow: Seconded by Councillor T. Walker

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood approve the draft Consolidated Financial Statements for the year ending December 31, 2022 as prepared by municipal audit firm, MNP LLP.

CARRIED

8. Correspondence

8.1. AMM – *information*:

8.1.1. News Bulletins – October 27th and November 10th, 2023

8.2. Prairie Mountain Health – CEO Retirement

9. Building/Development Permits

10. By-Laws

11. In-Camera

11.1 Resolution to move in-camera

Resolution No. 2023-287

Moved by Councillor B. Apperley: Seconded by Councillor D. Brown

WHEREAS Section 152(3) of The Municipal Act authorizes a council to close a meeting to the public;

THEREFORE BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood be hereby authorized to move in-camera to discuss items related to;

1. an employee matter;
2. a matter that is in its preliminary stages;
3. the conduct of existing or anticipated legal proceedings;
4. the security of documents or premises

AND FURTHER BE IT RESOLVED that all matters discussed in camera be kept in confidence until such matters are discussed in an open council meeting.

CARRIED

11.2 Resolution to close in-camera

Resolution No. 2023-288

Moved by Councillor B. Apperley: Seconded by Councillor D. Brown

BE IT RESOLVED that the In-Camera committee meeting close, and Council reconvene the regular meeting.

CARRIED

12. General Business

12.1 Policies

12.2 Reports

12.2.1. Public Works

Operations Manager, Dave Dobson, provided a Public Works Department report.

Resolution No. 2023-289

Moved by Councillor B. Apperley: Seconded by Councillor T. Walker

BE IT RESOLVED that Council accept the Public Works Report as of November 14th, 2023 as presented.

CARRIED

12.2.2 Councillor Reports

Council members reported on various Boards and Committees which each represent as members of Council. Reports included the following:

- Souris Glenwood Foundation

12.2.3 CAO Report

12.2.3.1. 2023 Christmas Hours

Resolution No. 2023-290

Moved by Councillor K. Eissner: Seconded by Councillor D. Brown

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood authorizes the following for Christmas Hours:

Municipal Office and Public Works Departments

Monday, December 25 th , 2023	Closed
Tuesday, December 26 th , 2023	Closed
Monday, January 1 st , 2024	Closed

Transfer Site

Sunday, December 24 th , 2023	Closed
Monday, December 25 th , 2023	Closed
Sunday December 31 st , 2023	<i>Open Regular hours</i>
Monday, January 1 st , 2024	Closed

All other days between Christmas and New Years are regular hours.

CARRIED

12.2.3.2. 2024 Regular Council meeting dates

Resolution No. 2023-291

Moved by Councillor D. Brown: Seconded by Councillor B. Denbow

WHEREAS the Municipality of Souris-Glenwood By-Law No. 59-2023 requires a schedule for Regular Council meetings to be posted for each year;

AND WHEREAS the Municipality of Souris-Glenwood regular Council meetings shall be scheduled on the 2nd and 4th Tuesday of each month, unless following a Statutory Holiday then the regular meeting shall be scheduled for the following day;

AND WHEREAS regular meeting dates of Tuesday April 9th, September 10th, November 26th, and December 24th, 2024 will be cancelled;

THEREFORE BE IT RESOLVED that the following dates will be posted as regular scheduled Council meeting dates for the Municipality of Souris-Glenwood for 2024 are:

Tuesday January 9 th	Tuesday January 23 rd	Tuesday February 13 th
Tuesday, February 27 th	Tuesday March 12 th	Tuesday March 26 th
Tuesday April 23 rd	Tuesday May 14 th	Tuesday May 28 th
Tuesday June 11 th	Tuesday June 25 th	Tuesday July 9 th
Tuesday July 23 rd	Tuesday August 13 th	Tuesday August 27 th
Tuesday September 24 th	Tuesday October 8 th	Tuesday October 22 nd
Wednesday November 13 th	Tuesday December 10 th	

CARRIED

12.2.3.3. 2024 Council Committee Appointments

Resolution No. 2023-292

Moved by Councillor K. Eissner: Seconded by Councillor T. Walker

BE IT RESOLVED that the following Standing Committees be hereby appointed with the first name as the Chairperson of the Committee for a term expiring November 13, 2024

LEGISLATION & FINANCE	Committee of the Whole – Mayor - Chair
PERSONNEL & POLICY	Walker, Davison
PROTECTIVE SERVICES	Committee of the Whole – Mayor - Chair
TRANSPORTATION SERVICES (Public Works/Water & Sewer Utility)	Committee of the Whole – Mayor - Chair
ENVIRONMENTAL HEALTH SERVICES <i>combined with Transportation Services</i>	
ECONOMIC DEVELOPMENT SERVICES/ PROPERTY DEVELOPMENT	Walker, Davison, Eissner
RECREATION & CULTURE	Committee of the Whole – Mayor - Chair
TOURISM & HERITAGE	Committee of the Whole – Mayor - Chair

CARRIED

Resolution No. 2023-293

Moved by Councillor K. Eissner: Seconded by Councillor D. Gerow

BE IT RESOLVED that the following Council Members be hereby appointed to the Boards/Committees listed below for a term expiring November 13th, 2024:

Airport Commission	Davison, Eissner, Walker, Apperley
Central Assiniboine Watershed District	Walker- (Souris River) Denbow- (Little Souris)
Souris River Watershed District	Walker- (Chain Lakes/Elgin Creek) Brown- (Pipestone Creek)
Beautification Committee	Eissner
Board of Revision	Council as a Whole
Civic Centre Committee/Handi-Transit	Council as a Whole
Glenwood-Souris Regional Library	Denbow
Souris & Glenwood Cemetery Board	Council as a Whole
Souris-Glenwood Community Development Corp	Davison, Eissner
Souris & Glenwood Foundation	Denbow, Gerow
Souris-Glenwood Department of Parks & Recreation	Gerow, Davison
Souris & Glenwood Veterinary District	Brown, Walker
Souris Hospital District Foundation	Davison
Victoria Park Lodge	Gerow, Brown, Apperley, Eissner
Southwest Weed District	Brown, Walker
Souris Heritage Club	Gerow, Eissner

CARRIED

Resolution No. 2023-294

Moved by Councillor D. Brown: Seconded by Councillor B. Apperley

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood appoint Councillor Todd Walker as Deputy Mayor.

CARRIED

Resolution No. 2023-295

Moved by Councillor B. Apperley: Seconded by Councillor B. Denbow

BE IT RESOLVED that the signing authority for the Municipality of Souris-Glenwood in accordance with the Organizational By-Law No. 59-2023 be as follows:

- a) Mayor, Duane Davison, or Deputy Mayor, (Stephen) Todd Walker or Member of Council, Darcy Gerow;
And
- b) the Chief Administrative Officer (CAO), Charlotte Parham or Chief Financial Officer (CFO), Pamela Pannagl.

CARRIED

12.2.3.4. MB Infrastructure – 2023-24 Snow Agreement

Resolution No. 2023-296

Moved by Councillor B. Apperley: Seconded by Councillor D. Brown

BE IT RESOLVED that the Council of the Municipality of Souris-Glenwood enter into a snow removal agreement with Manitoba Infrastructure and Transportation for the removal of snow on PTH 22 from PTH 2 to Crescent Avenue for a total payment of \$9,615.00 to the municipality as per agreement.

CARRIED

12.2.3.5. RFPs

12.2.3.5.1. Asset Management Policy & Plan

Resolution No. 2023-297

Moved by Councillor D. Brown: Seconded by Councillor T. Walker

WHEREAS the Province of Manitoba through the Municipal Capacity Building Fund (MCBF) approve funding up to \$50,000 for Asset Management Policy, Strategy and Plan Development.

THEREFORE BE IT RESOLVED that Council for the Municipality of Souris-Glenwood does hereby accept the RFP dated November 1st, 2023 from Way to Go Consulting Inc to provide an Asset Management Policy and Plan.

CARRIED

12.2.3.5.2. Development Plan

Resolution No. 2023-298

Moved by Councillor T. Walker: Seconded by Councillor K. Eissner

WHEREAS the Province of Manitoba through the Building Sustainable Communities Program (BSC) approve funding up to \$40,000 for Development Plan Development.

THEREFORE BE IT RESOLVED that Council for the Municipality of Souris-Glenwood does hereby accept the RFP from Scatliff+ Miller + Murray Inc and KGS Group to provide a Review and create a Development Plan for the Municipality.

CARRIED

12.2.3.5.3. Governance and Operations Review

Resolution No. 2023-299

Moved by Councillor D. Brown: Seconded by Councillor T. Walker

BE IT RESOLVED that the Council for the Municipality of Souris-Glenwood enter into an agreement with HMC Management Inc to provide professional services for a Governance and Operations Review.

CARRIED

13. Unfinished Business

14. Notice of Motion

15. Adjournment

Resolution No. 2023-300

Moved by Councillor D. Gerow: Seconded by Councillor B. Denbow

BE IT RESOLVED that the regular meeting of Council does now adjourn at 11:40 a.m. to meet again Tuesday, December 12th, 2023 at 8:00 a.m.

CARRIED

Mayor Duane Davison

CAO Charlotte Parham